

**CITY OF GLENDALE  
COMMUNITY DEVELOPMENT AUTHORITY  
5909 N. Milwaukee River Parkway  
Glendale, Wisconsin 53209**

**This meeting is in person but will also be conducted via Zoom.**

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AGENDA

Wednesday, April 20, 2022  
5:30 p.m.

Glendale will hold a public hearing on April 20, 2022, at 5:30 p.m. The meeting will be held at the Glendale City Hall, located at 5909 North Milwaukee River Parkway. The meeting can also be attended virtually:

1. Call to Order / Roll Call.
2. Adoption of Minutes of the Community Development Authority Meeting Held on March 28, 2022.
3. Public Hearing regarding the proposed creation of Tax Incremental District No. 9, the proposed boundaries of the District, and the proposed Project Plan for the District.
4. Consideration and possible action on a “Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 9.”
5. Discussion and possible action for site plan review, architectural review, general signage, and occupancy review for Glendale Retail Management, LLC, 5930 North Port Washington Road, West Silver Spring Drive, CSM 93254 Lot 1.
6. Adjournment.

NOTICE: Although this is NOT a meeting of the Glendale Common Council, a majority of Council members may be in attendance. No action or deliberation by the Council will take place.

– Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.

**CITY OF GLENDALE  
COMMUNITY DEVELOPMENT AUTHORITY  
MEETING MINUTES  
March 28, 2022**

The Community Development Authority held in City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin and via Zoom conference call.

The meeting was called to order by Mayor Kennedy at 5:34 p.m.

Roll Call CDA: Present: Mayor Bryan Kennedy, Ald. Jim Daugherty, Ald. Vukovic, Peter Brennan, Ald. Richard Wiese, and Casey Shorts. Absent: Danielle Bailey.

Other Officials Present: Darrell Hofland, Interim City Administrator; John Fuchs, CDA Counsel; and Megan Humitz, City Clerk.

Open Meeting Notice.

The Executive Director advised that in accordance with the Open Meeting Law the City's official newspaper was advised on Thursday, March 24, 2022, of the date of this meeting, that the Agenda was posted on the official bulletin board of City Hall, the general public in the Municipal Building and the Police Department, and those persons who requested were sent copies of the agenda.

Approval of the minutes of meeting held on April 8, 2022.

Motion was made by Ald. Vukovic, seconded by Mr. Brennan, to approve the minutes of meeting held on April 8, 2022. Ayes: Mayor Kennedy, Ald. Daugherty, Ald. Vukovic, Mr. Brennan, and Mr. Shorts. Absent: Ms. Bailey. Abstain: Ald. Wiese. Motion carried.

Joint Resolution of the Common Council and the Community Development Authority Requesting Extension of the Life of Tax Incremental Financing District No. 8 per Wisconsin Statute Section 66.1105(7)(am)4.a.

CDA Attorney Fuchs stated in 2002, Tax Incremental District (TID) No. 8 was created for the development project commonly known as Bayshore. Following an economic downturn and abandonment of the property in 2017 by the owner/developer, the developer's lender took title of the property in lieu of foreclosure. The City, the Community Development Authority and Bayshore entered into an Amended and Restated Development Agreement effective as of August 1, 2019 pursuant to which Bayshore's owner/developer agreed to defease \$58.6 million in bonds previously issued by the City and CDA in consideration of the City and CDA's agreement to, among other things, pay all available tax increment from TID No. 8 to the owner/developer. Subsequently, an amendment to TID No. 8 project plan was approved which recognized, as eligible TID expenditures, the payoff of all Glendale outstanding debt associated with the TID - \$41.7 million. The amendment also extended the life of TID No. 8 to August 26, 2033 and added additional property to TID No. 8 (formerly portions of soon-to-be closed TID No. 6). In 2013, a

law – Wisconsin Act 145 was approved which provided property tax relief aid to technical colleges. Consequently, the State legislature approved 66.1105(7)(am)4.a which allows for municipalities to request the Joint Review Board to extend the life of a TID an additional three years if the annual and total amount of tax increments over the remaining life of a TID were adversely impacted by Wisconsin Act 145 and provides supporting documentation.

Bradley Viegut, Baird Managing Director, provided an analysis which identifies over a \$1 million negative impact to date on TID No. 8 due to Act 145. An analysis by Cypress Equities, developer of Bayshore, was provided which identifies a projected shortfall of TID No. 8 being able to cover its project cost within the current calendar year 2033 closure.

Motion by Vukovic, seconded by Wiese, to approve Resolution Authorizing Technical College Extension for Tax Incremental District No. 8. Ayes: Mayor Kennedy, Ald. Daugherty, Ald. Vukovic, Mr. Brennan, Ms. Bailey, Ald. Wiese, and Mr. Shorts. Absent: None. Abstain: None. Motion carried.

#### ADJOURNMENT

There being no further business, motion was made by Ald. Vukovic, seconded by Ald. Daugherty to adjourn the meeting. Ayes: Mayor Kennedy, Ald. Daugherty, Ald. Vukovic, Mr. Brennan, Ms. Bailey, Ald. Wiese, and Mr. Shorts. Absent: None. Abstain: None. Motion carried unanimously, and adjournment of the Community Development Authority was ordered at 5:44 p.m.

Megan Humitz  
City Clerk



**SUBJECT:** Public Hearing regarding the proposed creation of Tax Incremental District No. 9, the proposed boundaries of the District, and the proposed Project Plan for the District.

Consideration and possible action on a “Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 9.”

**FROM:** Darrell Hofland, Interim City Administrator

**MEETING DATE:** April 20, 2022

**FISCAL SUMMARY:**

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes:	66.1105(4)(f)
Municipal Code:	N/A

**BACKGROUND/ANALYSIS:**

In late 2021, the City of Glendale was approached by a developer, Weas Development Company, who was interested in the redevelopment of several blighted properties at the southeast corner of North Green Bay Avenue and West Civic Drive.

Weas Development Company has entered into agreements to purchase 6.37 acres for the planned 2022-2023 construction of a 109,000 square foot office and research building. The development is expected to result in the employment of 200 new employees in Glendale at this new building.

A Project Plan has been created by Ehlers, Waukesha, WI (see attached). The Project Plan identifies that the estimated taxable value (land and improvements) of the project is \$21.8 million.

The estimated total TID project cost expenditures are approximately \$4.25 million of which:

- \$945,000 in public infrastructure projects
- \$3,100,000 in development incentives,
- \$80,000 in interest on long-term debt, and
- \$123,000 in administrative cost related to the creation and administration of the TID

The \$3.1 million in development incentives is intended to offset extraordinary costs associated with the impact of the site’s contaminated and unstable soils. The extraordinary costs involve the building construction, parking lot construction, stormwater management facilities, and removal and property management of contaminated soils.



5909 North Milwaukee River Parkway  
Glendale, WI 53209

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Without the TID projects and related costs including development incentives, the development would not occur. The economic benefits of the development are sufficient to compensate for the estimated project cost expenditures. The benefits outweigh the anticipated tax increments to be paid by the property owner in the district.

**RECOMMENDATION:**

Staff recommends approval of the Resolution.

**ACTION REQUESTED:**

Motion to approve Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 9.

**ATTACHMENTS:**

1. [Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 9.](#)
2. [Tax Incremental District No. 9 Project Plan](#)
3. [Public Notice](#)



**Plan Commission**

**SUBJECT:** Item 5. Community Development Authority Site Plan, Architectural, General Signage, and Occupancy Review.  
Discussion and possible action for site plan, architectural, general signage, and occupancy review for **Glendale Retail Management, LLC**, 5930 North Port Washington Road, West Silver Spring Drive, CSM 9254 Lot 1.

**FROM:** John S. Fellows, AICP, Community Development Director

**MEETING DATE:** April 12, 2022

**FISCAL SUMMARY:**

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code Bayshore Design Standards

**BACKGROUND/ANALYSIS:**

5930 North Port Washington Road was created with the land division of CSM 9254. The City and Bayshore management have been working to build out the north end of the Bayshore over the past few of years. The uniqueness of this development is the location adjacent to the cemetery and the easement for the raw water line that provides water to the North Shore Water Treatment Facility, as well as an easement for the circulation of Milwaukee County Transit.

Site:

The site plan is designed with an entry from N. Port Washington Road, access to the north to the adjoining property and access easement to the cemetery, and a third access point to the south to the internal road network of Bayshore. Pedestrian access will be provided from the southern entry with full access to Bayshore and Port Washington Road.

The dumpster enclosure will be located on the northeast side of the property adjacent to the cemetery. The enclosure will be faced with brick and trim cap to match the building. Gates will have a steel structure with a composite board with wood grain finish. Structure and gates will be gray to complement the main building.

The site is designed with 66 parking spaces. With one restaurant and 4,000 SF of retail space the design meets recommended minimum standards of 66 parking spaces. If for some reason all or a portion of the 4,000 SF of unidentified space should be requested to be restaurant the total parking requirements would lead to a deficiency in parking. Milwaukee County Transit easement will be maintained with bus circulation through the northern portion of the site.



#### Landscape:

The applicant has provided a landscaping plan that provides screening as well as general landscaping. Landscaping on this property does have several constraints such as the raw water line to the north. The applicant has worked with planning and public works staff to minimize larger trees within proximity to the raw water line. Thus, the plan does minimize large plantings in areas on the southern portion of the site. Screening has been provided between North Port Washington Road and the circulation drive. Additional landscaping has been provided at the service area of the building to soften the impact of having the service areas of the building facing the public right of way.

#### Lighting:

The applicants proposed lighting poles with a maximum height of 15ft. Lights will be mounted on a two-foot concrete base. Pole and fixture design are simple in style designed to blend into the landscape. A photometric plan has also been provided which indicated lighting levels at zero near lot lines.

#### Architecture:

The applicant is proposing a 2+ tenant building with a contemporary architectural style. The design focuses on large areas of glazing, a variety of materials and textures. Active storefronts are facing north and east on the site. A variety of depths are provided on the building through offsets at points where materials change. Canopies and a variety of parapet heights provide additional building articulation. The overall color pallet is greys and taupe. Nighttime illumination of the façade will occur through indirect lighting providing a wash to specific building elements and materials.

#### Signage:

Signage along Silver Spring Drive and North Port Washington Road are required to be approved by the Plan Commission or deferred to the Community Development Authority (CDA). In this situation, the approval authority is deferred to the CDA. Each tenant in a building is allowed one wall sign when a freestanding sign is used for a building. If no freestanding sign is used, then tenants may have two wall signs. The Bayshore signage standards required City approval of signage on the North and West elevations of the buildings, while signage on the east and south elevations required review by Bayshore.

**Monument Sign:** The applicant is proposing a monument sign with a total height of 10 feet and a sign area of just under 60SF. The sign will have a masonry base and architectural element coordinating with the building design. Details regarding the sign faces have not been provided. Currently the signage is proposed to be locate adjacent to the easement of the raw water line. Public Works is requesting more information as to the footings, excavation, and specific location of the sign. Public Works and Community Development recommend the monument sign is shift to the north a few feet further from the raw water line easement.

**Wall Signs:** The applicant is showing a standard “Chipotle” signage on the west elevation. The applicant is showing a “tenant” sign on the west and north elevations. There is one to many “tenant” signs because a monument sign is being proposed.



East and South Elevations: Note the East and South elevations of the building are considered internal to the development and there for are not reviewed by the city. Electrical permits are required.

Future Wall Signs: Future wall signs will need to be returned to the CDA for approval at a later date.

Occupancy:

The applicant is requesting specific approval for a restaurant located in the southern tenant unit of the structure. This restaurant will be a quick casual facility (Chipotle) with a pickup window for on-line orders, and food delivery services (Uber eats, Grub Hub, etc.) The pick-up window will not function as a drive thru. No menu boards or similar elements are proposed. Outdoor dining will also occur adjacent to the main storefront (SE corner of building). Currently the remainder of the building does not have a specific tenant. This space may remain as one commercial space or can be divided into two or three units. The ownership team is currently looking at retail to fill this space, however personal services and or another restaurant might be options.

**RECOMMENDATION:**

Staff recommends that the Community Development Authority approve the site plan, architectural, and occupancy for Chipotle tenant space for **Glendale Retail Management, LLC**, 5930 North Port Washington Road, West Silver Spring Drive, CSM 9254 Lot 1. Subject to the following:

1. Signage shall be returned for approval at a later date.
2. The applicant shall provide additional details regarding signage overall, move the freestanding sign further from the raw water line easement and provide more information regarding footings and excavation for the sign.
3. A stormwater management plan shall be reviewed and approved by the City Engineer and all requirements of the City Engineer shall be met. The recording of a stormwater maintenance agreement shall occur prior to permitting.

**ACTION REQUESTED:**

Motion to approve the site plan, architectural, and occupancy for Chipotle tenant space for **Glendale Retail Management, LLC**, 5930 North Port Washington Road, West Silver Spring Drive, CSM 9254 Lot 1.

Subject to the following:

1. Signage shall be returned for approval at a later date.
2. The applicant shall provide additional details regarding signage overall, move the freestanding sign further from the raw water line easement and provide more information regarding footings and excavation for the sign.
3. A stormwater management plan shall be reviewed and approved by the City Engineer and all requirements of the City Engineer shall be met. The recording of a stormwater maintenance agreement shall occur prior to permitting.

**ATTACHMENTS:**

[Attachments - Glendale Retail Management, LLC](#)